

~~ADMINISTRATIVE INTERNAL USE ONLY~~

DDS&T Evaluation System

The DDS&T does not have a uniform Directorate-wide Evaluation system or criteria. Only during the last year has there been near Directorate-wide use of written Evaluation Precepts. Because of the nature of duties and responsibilities the criteria necessarily differs from office to office. However, in most cases each DDS&T Evaluation Board serves to identify officers: (1) for promotion (2) for training and future development (3) for rotational assignments within each section. It should also be noted that each office within the DDS&T has authority to promote through GS-14, restricted only by headroom. Promotion above GS-15 is done at the Directorate level by a Panel of senior officers headed by the Deputy Director for Science & Technology.

The following is a general outline of the DDS&T Evaluation Systems.

I. Major Responsibilities of the Evaluation Board:

- A. Identify officers who merit promotion on the basis of competitive rankings.
- B. Conduct competitive evaluations at least annually.
- C. Review the criteria of the evaluation system annually.
- D. Make available to each officer the criteria used for ranking under the competitive evaluation system.

II. Objectives of the Competitive Evaluation System:

- A. Provide standards by which officers are competitively evaluated.
- B. Identify those officers who meet the standards for career advancement.
- C. Provide relevant data to management for the future development, training, and counseling of officers.
- D. Identify officers for reassignments.

~~ADMINISTRATIVE INTERNAL USE ONLY~~

## **ADMINISTRATIVE-INTERNAL USE ONLY**

### **III. Directives to the Evaluation Board:**

#### **A. Precepts to determine ranking**

1. Performance
2. Skills and experience
3. Potential
4. Other factors, i.e. attitude, time in grade, etc.

#### **B. Ranking instructions**

1. Individual ranking
2. Group ranking

In the past many elements with the DDS&T have not relied on written criteria or scheduled evaluation exercises. Recently, and on a continuing basis all DDS&T elements have or are in the process of developing written criteria and scheduled evaluation exercises. These vary in scope and content from office to office, however, the above outline represents the general findings within the DDS&T directorate.

**ADMINISTRATIVE-INTERNAL USE ONLY**